

MINUTES OF HOUSING BOARD OF APPEALS

DATE: 15 January 2019

TIME: 4:30 p.m.

PLACE: Housing Conference Room, Historic Federal Building

Chairperson David Young called the meeting to order at 4:30 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Board Members Present: David Young Gil Spence Mary Gotz
Christoffer Lammer-Heindel

Housing Staff Present: Ben Pothoff Alex Rogan Roger Benz
Tami Ernster Shane Hooper Joe Kirk

Public Present: Tom Sitzmann

Oath of Office for Gil Spence

Review and Certification of Minutes of 20 November 2018 Housing Board of Appeals Meeting

Christoffer Lammer-Heindel motioned to approve the minutes. Mary Gotz seconded. Motion passed 4-0.

Correspondence/Public Input

There was no correspondence or public input.

Consent Agenda

The consent agenda items are considered to be routine and non-controversial and all consent items will be normally voted upon in a single motion without any separate discussion on a particular item.

The following property owners have requested an extension of time to complete repairs. The Housing and Community Development staff concurs with the extension of time requested and respectfully requests Housing Appeals Board approval.

There is no consent agenda.

ALL DEFICIENCIES AND MOTIONS ARE IN ACCORDANCE WITH THE DUBUQUE HOUSING CODE UNLESS OTHERWISE STATED. EXTENSIONS OF TIME ARE GRANTED IN ACCORDANCE WITH TITLE 6 SECTION 6-9F(1) AND VARIANCES ARE GRANTED IN ACCORDANCE WITH TITLE 6 SECTION 6-9F(2).

New Business

CASE #1

Mary Ransdell Summers, c/o Locators Ltd., is requesting a variance for the property at 775 Hill for ceiling height to qualify as a habitable space.

It was brought to the Board's attention that this room was recalculated and it was deemed a habitable space. No decisions are required.

Other Business

Approved interpretation was brought to the Board of local agents requirements for property owners. The interpretation requested was that if the property owner was more than 50 miles away from his property, a local agent would be required.

Gil Spence motioned to approve the 50 mile interpretation. Christoffer Lammer-Heindel seconded. Motion passed 4-0.

Old Business

Ben updated the disposition of past appeals.

Information Sharing

There was no additional information to share.

Adjournment

Christoffer Lammer-Heindel motioned to adjourn the meeting. Mary Gotz seconded. Motion passed 4-0. The meeting was adjourned at 5:05 p.m.

Minutes prepared by:

Tami Ernster

Tami Ernster
Permit Clerk

Respectfully submitted:

Ben Pothoff

Ben Pothoff
Rental Licensing and Inspection Supervisor